

Board of Selectmen

**Town of Upton**



**Massachusetts**

**BOARD OF SELECTMEN**

**Kenneth E. Picard, Chairman**

**James A. Brochu**

**Robert J. Fleming**

**TOWN MANAGER**

**Blythe C. Robinson**

1 Main Street, Box 1, Upton, MA 01568

Tel: 508-529-6901 Fax: 508-529-1010

brobinson@uptonma.gov

Memo To: Board of Selectmen  
From: Blythe C. Robinson, Town Manager  
Date: March 1, 2013  
Re: Town Manager's Weekly Report

Warrants:

- Payroll: \$ 76,384.86
- Expense Warrant: \$936,314.24

For Your Information/Follow Up:

- We have scheduled the first meeting of the newly appointed Cable Advisory Committee for next Tuesday, March 5<sup>th</sup>. We are pleased to have three new members who all bring experience and enthusiasm to this role and we look forward to helping them get kicked off to assist the Town with these matters.
- The Town Hall Renovation Committee met again this week to work on the project details prior to the project going out to bid on March 13<sup>th</sup>. We were very pleased to learn that both the Massachusetts Historical Commission and the Mass. Architectural Access Board have given their approvals to the project. As you know these were both critical to proceed. In addition to that we are drafting a lease for the consideration of the Diocese of Worcester to consider for Holy Angels Church, having confirmed that the space meets our needs for temporary space. We've also received an updated design for the United Parish parking lot based upon the site review, lot lines and wetlands. It shows a few less parking spaces than we'd first hoped, so our next step is to meet with the church and make sure the plan is still amenable to both. We also received the latest project estimate from the outside consultants. For the most part the project is right on track. There were larger than expected increases in the HVAC and electrical sections which the OPM and the architect will be analyzing in more detail to see if they can be modified and reduced.

- Just a reminder to all that the warrant closes for the annual Town Meeting on March 15<sup>th</sup>. At this writing there are 41 articles included. We anticipate that any business that would have been the subject of a special meeting this spring will also be taken up that night rather than scheduling a second meeting. Thus if you have any business that needs attention this spring please let me know!
- I will be away from the office on March 1<sup>st</sup> and March 4<sup>th</sup>. In my absence Chief Bradley will be the Acting Town Manager on March 1<sup>st</sup>, and Chief Goodale will take over the reins on March 4<sup>th</sup>.